

**DURATION AND
TERMINATION
OF LICENSE**

A license is issued for one year and must be renewed annually.
Under certain circumstances, a license may become invalid.[2.5(a)]

A license shall be valid and effective unless:

- license has been revoked or suspended
- license has expired or been terminated
- licensee has failed to pay the appropriate application fee and license fee
- license is voluntarily terminated upon written request of the licensee. NOTE: The Voluntary Cancellation of License/Registration sheet may be used (see page 3.8.2).

Fees paid will **not** be refunded if a license is terminated prior to its expiration date.

A license will be **terminated** on the anniversary date, if the licensee fails to:

- submit the Application for License - Renewal (APHIS Form 7003), and
- pay the required application and license fees

If a license has been terminated, the licensee must:

- apply for a new license, and
- meet all requirements for a new license

Licenses are issued to a specific person(s) for a specific premise(s) and **do not** transfer upon change of ownership and/or location.

A license which is no longer valid must be surrendered to the appropriate Regional Office. If the license certificate cannot be found, the licensee must provide a written statement so stating to the AC Regional Director.